

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES  
CLASS SPECIFICATION

PHOTOGRAPHER II

POSITION CODE: 32086  
Effective: 3-16-88

DISTINGUISHING FEATURES OF WORK:

Under general supervision, performs skilled photographic work; plans photo assignments; arranges for subjects, discusses project or theme with graphics or design staff, working actively and creatively to produce photographic images which fulfill the general objectives of each assignment; positions allocated to this class apply artistic ability and technical skill, by planning the composition, lighting and color or tonal values of a subject, selecting film and adapting processing techniques to produce custom work tailored to meet individualized assignments; maintains an inventory of photographic supplies, camera and darkroom equipment, makes minor repairs, maintains cross referenced negative and print files; prepares work reports; implements special assignments such as slide presentations and photographic exhibit materials.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Meets with agency representatives, graphics or design staff to plan photographic assignments; locates subjects, directs poses, adjusts lighting and camera for proper exposure and composition; travels to remote photo assignments as needed.
2. Exercises artistic and technical control over the photographic image through the selection of film, lenses, filtration, arrangement of light and shadow, shutter speed, depth of field and so forth.
3. Performs custom film processing and photo finishing; enlarges color or black and white prints; retouches negatives and prints; operates a copy camera, duplicates negatives and slides.
4. Maintains quality control of film processing and printing activities; prepares test strips, and tests for density and color shift; makes adjustments in chemistries, filtration and processing.
5. Prepares color slides and titles for slide presentations and develops posters and large prints for exhibits.

## PHOTOGRAPHER II (Continued)

6. Maintains fresh supplies of film, chemicals and paper, inventory supplies; receives and checks orders for services, prepares finished materials; packages and distributes same; maintains production logs and quality control records, maintains photo and slide files; performs routine servicing and minor maintenance on cameras and darkroom equipment.
7. Reviews new products and recommends equipment purchases; reviews and improves lab procedures and photographic techniques.
8. Processes film and prepares prints of crime scene information for use in court cases.
9. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

## DESIRABLE REQUIREMENTS:

### Education and Experience

Requires knowledge, skill and mental development equivalent to the completion of two years of college, including coursework in photography, or equivalent training and technical photographic and darkroom work experience.

Requires one year of photographic and darkroom work experience as an assistant or apprentice Photographer.

### Knowledges, Skills and Abilities Required

Requires working knowledge of photographic techniques and practices.

Requires working knowledge of film development, processing, enlarging and printing, and associated equipment operation.

Requires ability to work well with others, establishing effective working relationships.

Requires freedom from sensitivity to photographic chemicals.

Requires visual acuity sufficient to set up and operate optical equipment and inspect completed work products.

Requires ability to plan, control and implement photographic assignments, including slide presentations and exhibits which utilize photographic processes.